



August 15, 2019
Rowland E. Powell Convention Center
4001 Coastal Highway, Room 215, Ocean City
1:00pm – 3:00pm
Minutes

Attendees:

Cabinet Members:

Kelly Schulz, Secretary, Department of Commerce, Chair
Ken Holt, Secretary, Maryland Department of Housing and Community Development (DHCD)
Ben Grumbles, Secretary, Maryland Department of Environment (MDE)
Robert McCord, Secretary, Maryland Department of Planning (MDP)
Jimmy Rhee, Special Secretary, Governor's Office of Small, Minority, & Women Business Affairs (GOSBA)
Jim Fielder, Secretary, Maryland Higher Education Commission (MHEC)
Michael Higgs, Director, State Department of Assessments & Taxation (SDAT)
Tiffany Robinson Acting Secretary, Department of Labor
Jeannie Haddaway-Riccio, Secretary, Maryland Department of Natural Resources (DNR)
Mark Crampton for Pete Rahn, Secretary, Maryland Department of Transportation (MDOT)
Wendi Peters, Special Secretary, Smart Growth, MDP

Guests:

Amanda Allen, Governor's Office of Intergovernmental Affair (GOIA)
Gretchen Hardman, GOIA
Ryan Snow, GOIA
Meredith Wimbrow, Office of the Governor
Horacio Tablada, Deputy Secretary, MDE
Sandy Schrader, Deputy Secretary, MDP
James Rzepkowski, Assistant Secretary, Labor
Carol Gilbert, Assistant Secretary, DHCD
Mike Pantelides, Labor
Sarah Beardsley, Labor
Adam Gruzs, MDP
Maria Sofia, MDP
Joe Griffiths, MDP
Kory Boone, SDAT
Isaiah Ellis, MHEC
Todd Scott, DHCD
Roger Campos, DHCD
Marcie Castaneda, DHCD
Hunter Pickles, DHCD
Rick Gordon, Governor's Office of Rural Broadband
Susan Small, Washington County

Staff:

Signe Pringle, Assistant Secretary, Department of Commerce
Tom Riford, Assistant Secretary, Department of Commerce
Julie Woepke, Department of Commerce
Kyle McColgan, Department of Commerce
Andy Fish, Department of Commerce
Sarah Sheppard, Department of Commerce
Paul Beatty, Department of Commerce
Brigette Peters, Department of Commerce

I. Call to Order

Secretary Schulz called the meeting to order at 1:00pm and welcomed new partners to the Subcabinet – Secretaries Tiffany Robinson of Labor and Jeannie Haddaway-Riccio of DNR.

II. Chair Update

Secretary Schulz provided an update on the 15 County Tours she has completed. The Tours, which included businesses visits have been beneficial to understand business needs, unique assets and challenges in local jurisdictions. She reported on a meeting held with the Maryland Department of Health resulting from input received on the tours and reported out from the Regional Resources Teams at the June Subcabinet Meeting. She stated the meeting resulted in several action items as found in her presentation on file. She concluded by encouraging Agencies to promote the Regional Resources webpage in Agency communications.

Assistant Secretary Signe Pringle updated the Subcabinet on recent announced projects or wins including the attraction of Helm, a financial services technology firm, Innovative Cellular Therapeutics, a life sciences firm, and expansions of ADA Technologies, Volvo and LAI International, representing a total of 432 jobs. She then referenced eight (8) pending announcements representing over 2,500 jobs. She concluded with highlighting 10 new opportunities. (Presentation on file.)

III. Review and approval of June 19, 2019 Minutes

Upon a motion duly made and seconded, the minutes of the June 19, 2019 meeting were approved.

IV. Subcabinet Workgroups**a. Customer Service**

Mike Pantelides, Executive Director, Office of Small Business Regulatory Assistance, Labor provided an update on the web traffic to the Governor's feedback questionnaire which has had 50,000 responses with an overall satisfaction rate of 80%; implementation of Microsoft Data Analytics tool to identify patterns; coordination with the Governor's Office of Executive Services; and deadlines for the submission of Agency Annual Reports. (Presentation on file.)

b. Workforce Development

Sarah Sheppard, Director of Education and Workforce, Commerce reported that the Workforce Workgroup will be convening to review the Maryland Workforce Expressway webpage traffic and marketing; a shift in the Maryland WorkSmart program personnel which will now be housed at the Maryland Association of Community Colleges; and the success of the Apprenticeship Program which has reached 10,000. She then reported on the status of the Verso, Luke Paper Mill and Paypal layoffs. (Presentation on file.)

c. Job Creators

Julie Woepke, Executive Director, Maryland Economic Development Commission, Commerce provided the Job Creators Workgroup update noting the list of projects was recently updated with input from Commerce Regional Representatives. She reported that Deputy Secretaries reviewed the list in July, deleting several completed projects, and she highlighted a few projects of interest. Secretary Schulz reminded the Subcabinet the Job Creators list was created with input from the local jurisdictions of the projects they identify of importance in job creation. Assistant Secretary Crampton, MDOT provided an update on several transportation projects on the list. Secretary Holt suggested the addition of the recently announced proposed 650 acre, \$750 million mixed use project in Cecil County – Southfield of Elkton. Deputy Secretary Tablada inquired on the reuse of the Adventist Hospital in Takoma Park which will be transferring patients and personnel to a new facility in White Oak. Commerce staff to follow up.

d. Small Business

Director Michael Higgs, SDAT updated the Subcabinet on the promotion of the Maryland Business Express website which receives 40,000 visits a month, and Maryland Workforce Expressway website, whose logos are now on all State Agency websites. He announced the availability of the SDAT training video on the HUB, production of a business card for distribution with the website addresses, planning for an interagency events calendar, and a proposed October 23rd Small Business Resource Partner Summit. (Presentation on file.)

e. Regional Resources Workgroup

Joe Griffiths, Local Assistance and Training Manager, MDP provided an overview of the Workgroup progress, statewide topics and opportunities based on the five (5) Regional Teams input. He stated the Region Team Leaders are engaged, hold monthly calls with their teams, and the reporting system to the Subcabinet is still being developed. He provided updates on the opportunities which have been narrowed down to two (2) or three (3) collaborations by each region – Eastern Shore, Baltimore Metro, DC Metro, Southern Maryland, Western Maryland. Region Team Leaders in attendance participated in the presentation.

Mr. Griffiths, Team Leaders and the Subcabinet discussed several of the potential collaborations and opportunities for the State to make an impact. By setting up the Regional Teams, the State has become more accessible. He stated that the Teams will review input and create identifiable action items for tracking and guidance by the Subcabinet. As with the Maryland Health Department discussion at the June meeting, a recurring issue in each Region has arisen with the State Fire Marshal. Secretary Haddaway-Riccio offered to introduce Secretary Schulz to the Fire Marshal Office to discuss inspection process, and invite to participate in the monthly Regional Team calls. (Presentation and handouts on file.)

V. Office of Rural Broadband

Kenrick “Rick” Gordon, P.E. Director of the Governor’s Office of Rural Broadband addressed the Subcabinet and provided an update on the Maryland Broadband Program. He stated the goal of the Program is to ensure that all rural residents have access to high speed internet. He reported on the projects that were funded in Fiscal Year 2019 that amounted to \$2 million and stated that the Program will be funded at \$9.65 million in Fiscal Year 2020 that will expand five (5) years. Mr. Gordon reported that an Advisory Committee has been formed to assist with drafting and review of grant applications for the distribution of funds for project implementation. (Presentation on file.)

V. Good of the Order

Secretary Haddaway-Riccio updated the Subcabinet on the Maryland Outdoor Recreation Economic (MORE) Commission; Secretary Grumbles reported on a Task Force of the Energy Commission on Greenhouse Emissions Reduction and importance of renewable energy and the examination with the Department of General Services and the Maryland Environmental Service of state lands to implement projects. Secretary Peters reported on the launch of the Better Maryland website.

VI. Adjournment

There being no further discussion and upon motion duly made and seconded, the meeting was adjourned at 2:45pm.